



**CITY OF LONG LAKE
PLANNING COMMISSION MEETING MINUTES
July 16, 2019**

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chair Adams.

Present: Chair: Adams; Commission Members: Hughes, See, Secord, and Keating; City Administrator Weske; City Planning Consultant Imihy

Absent: None.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA

Commissioner See moved to approve the agenda as presented. Commissioner Secord seconded. Ayes: all.

CONSENT AGENDA

A. Minutes of the June 11, 2019 Planning Commission Meeting

Commissioner Keating moved to approve the Consent Agenda as presented. Commissioner See seconded. Ayes: all.

OPEN CORRESPONDENCE

None.

BUSINESS ITEMS

A. Planning Case #2019-08a (Tim Knutsen/BDH Young) Request for a Design Review at 1854 and 1860 Wayzata Boulevard W

City Planning Consultant Imihy presented. She noted that the Council approved the preliminary and final plat for these properties at their last meeting as recommended by the Planning Commission. She stated that since the Long Lake Veterinary Clinic expansion project represents redevelopment of a commercial property, it needs to come before the Commission for Design Review. She reviewed the proposed designs plans for the clinic's expansion and indicated that staff recommends approval.

Chair Adams stated that he looked over the proposed design plans and thinks it is exactly what the City has asked for and sees no problem with it.

Commissioner Keating asked about the distance from the edge of the building to the dental office next door.

Tim Knutsen, BDH Young responded that it will be about 15 to 20 feet. He noted that the building is quite old and they are treating it as though it has historical preservation and are trying to leave it alone. He stated that the only thing they are doing to the existing structure is punching holes so the addition will be connected to it. He added that they are also planning to put a drain tile system in the existing building to help with some of the drainage issues in the basement.

Commissioner Keating moved to accept the design plans as presented for 1854 and 1860 W. Wayzata Boulevard. Commissioner Secord seconded. Ayes: all.

B. Update on "Housekeeping Ordinance" Project in Progress

Planning Consultant Imihy presented. She noted that this is just an update and she hopes to bring it before the Commission at their next meeting. She stated that City Clerk Moeller has found a laundry list of things that were incorrect in the current zoning ordinance and so is working on a "light housekeeping" ordinance to amend zoning code. She stated that they would also like to tackle the tree preservation ordinance sometime in the next few months as well. She clarified that they aren't trying to effect major changes to the ordinance at this time but are working primarily to make corrections and address oversights through code amendments. She stated that after the Comprehensive Plan is finished, staff is planning to look at doing a full zoning code rewrite.

Commissioner Keating stated that the Council had WSB to review the Comprehensive Plan and asked what the status is at this time.

Planning Consultant Imihy stated that the Council authorized WSB to complete the Comprehensive Plan and add some of the missing technical elements. She stated that she is hoping to have a date set up by the August meeting where the Council and Commission can walk through the updated plan in preparation for submission to Metropolitan Council.

OTHER BUSINESS

A. Council Liaison Report

Council member Skjaret gave an overview of the June 18, 2019 Council meeting and noted that the Council had approved everything that the Commission had recommended. He stated that according to the annual audit from Abdo, Eick and Meyers, the City is in great shape with the only findings being the concern about checks and balances since there are only two people on staff in the office. He stated that they also directed WSB to complete the missing information for the 2040 Comprehensive Plan. He explained that there is currently a moratorium on any outside sewer connections because the City is trying to determine sources of costly I/I and excess flows. He stated that an application was brought forward that the Council rejected because of the moratorium. He stated that the Council approved seed and erosion control along Wurzer Trail. He stated at the July 9, 2019

meeting the Council took an early look at the budget to try to get a bit more time to take a look and not be rushed to approve it at year end. He reported that the Council is currently looking at a potential levy increase of about 3%, but noted that the tax rate would stay the same. He stated that the Council has directed WSB to complete a flow metering study of the Watertown lift station. He stated that the Council is considering installing crosswalk yield signs in the future to remind people to yield to pedestrians in the crosswalk.

B. Commission Member Business

Commissioner Hughes stated that the Lions Club golf event will be held on August 10, 2019 and Corn Days will be August 10 and 11, 2019.

C. Staff Business

None.

ADJOURN

Commissioner Keating moved to adjourn the meeting at 7:12 p.m. Commissioner See seconded. Ayes: all.

Respectfully submitted,

Scott Weske
City Administrator